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CONFIRMATION NO. 1591

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|--|---|-------------------------------|---|--|--------------------------------|
| <b>SERIAL NUMBER</b><br>10/816,977   | <b>FILING OR 371(c) DATE</b><br>04/01/2004<br><b>RULE</b>   | <b>CLASS</b><br>345           | <b>GROUP ART UNIT</b><br>2109   | <b>ATTORNEY DOCKET NO.</b><br>MS305641.01 / MSFTP658US |                                |
| <b>APPLICANTS</b><br>Lili Cheng, Bellevue, WA;<br>Shelly D. Farnham, Seattle, WA;<br>William L. Portnoy, Seattle, WA;<br><br>** CONTINUING DATA ***** P.S.<br><br>** FOREIGN APPLICATIONS ***** P.S.<br><br>IF REQUIRED, FOREIGN FILING LICENSE GRANTED **<br>06/18/2004   |   |                               |   |  |                                |
| Foreign Priority claimed <input type="checkbox"/> yes <input checked="" type="checkbox"/> no<br>35 USC 119 (a-d) conditions met <input type="checkbox"/> yes <input checked="" type="checkbox"/> no <input type="checkbox"/> Met after Allowance<br>Verified and Acknowledged <u>Shelly D. Farnham</u> Examiner's Signature <u>P.S.</u> Initials |   | <b>STATE OR COUNTRY</b><br>WA | <b>SHEETS DRAWING</b><br>9  | <b>TOTAL CLAIMS</b><br>36                              | <b>INDEPENDENT CLAIMS</b><br>4 |
| <b>ADDRESS</b><br>27195  |   |                               |   |  |                                |
| <b>TITLE</b><br>Instant meeting preparation architecture   |   |                               |   |  |                                |
| <b>FILING FEE RECEIVED</b><br>1144   | FEES: Authority has been given in Paper<br>No. _____ to charge/credit DEPOSIT ACCOUNT<br>No. _____ for following: |                               | <input type="checkbox"/> All Fees<br><input type="checkbox"/> 1.16 Fees ( Filing )<br><input type="checkbox"/> 1.17 Fees ( Processing Ext. of time )<br><input type="checkbox"/> 1.18 Fees ( Issue )<br><input type="checkbox"/> Other _____<br><input type="checkbox"/> Credit |  |                                |